



**REGIONAL CONTINUUM OF CARE COUNCIL**  
**WEDNESDAY December 18, 2013**  
**(Special Meeting)**  
**MINUTES**

- **CALL TO ORDER** the meeting was called to order at and attendance sheet was circulated. The need for this special meeting was determined at the prior regular session. Meeting time, date, and an action notice were distributed at least seven days in advance.
- **VOTING CARDS** were distributed to organizations and persons present who met eligibility as of the date of the meeting.
- **GOVERNANCE CHARTER.** A major agenda item was continued work on the Governance Charter. Input included recommendations from the Governance Subgroup (GSC) and suggestion for consideration from County Counsel, Rachel Witt. RCCC action began with a review of each page the Governance document which contained recommendations coming through the GSC. A PowerPoint overhead was used to guide the RCCC through each GSC recommended change. These were each accepted with one extended discussion of a recommended change to Section 6.04, Board Seat representation. A suggestion had been made at the December 10<sup>th</sup> Steering Meeting to specifically designate the first service providers seats to represent the subregions. A review with GSC identified that Section 6.02 specifically noted the subregions.
- *Action:* After discussion, it was determined that the language in Section 6.02 would also be referenced in 6.04, and that service providers on the Board will need to wear multiple ‘hats’ to represent the array of subpopulations and to ensure that subregions have representation.
- Discussion of the Charter also included a question related to Section 6.06, Part H, related to felon or criminal history. Individuals and entities that enter into contractual agreements using HUD funds must be screened for suspension or debarment. The current language will remain pending additional research on this item.
- A review of the draft Charter was also completed by County Counsel. This review resulted in recommendations in three areas: clerical/ document organization; language that has implications with respect to enforcement; and a few more substantive suggestions such as separating the description of the Infrastructure Organization. Review by Counsel for SDHC is pending.

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- *Action:* After discussion, the RCCC made a consensus decision to:
  - Modify the language in the Charter by changing “will” to “shall” in appropriate areas;
  - Incorporate clerical changes and changes that resulted from the review of subcommittee recommendations as noted during the PowerPoint review;
  - Return the Charter to the Governance Committee for consideration of the more substantial items;
  - Ask Counsel to identify any items that might prevent County staff or elected officials from participating in the new governance structure;
  - Approve the Charter (with changes) as an interim document for inclusion in the NOFA; recognizing it will continue to be edited during the year as a result of Counsel input as we move forward.
- STEERING COMMITTEE REPORT
- New Project Scoring: The RCCC previously authorized recommendations from Rating & Review and the Steering Committee for completion of review process (scoring, ranking, allocation), and creation of a new project scoring tool and call for proposals. It is noted that approval of the full body was needed to complete the process for New Projects, as well.
- *Action:* RCCC made a consensus decision to authorize the Scoring Group (and Steering Committee) to complete the new project review, ranking, and allocation process for submittal in the CoC Application.

### Reports

- Permanent Supportive Housing (PSH) - A copy of the PSH Chronic Homeless Priority Policy, as approved by the Steering Committee, was distributed with a reminder to PSH providers that a signed copy is needed for a list that must be included in the CoC Application. RCCC members provided feedback on the policy including concerns about the strategies; project level implementation; a potential to expand beyond CoC funds; feasibility of implementation because of layered funding sources in some projects; a concern that the policy is the most minimal required; a request to consider a more aggressive uniform start date such as January 1st; consideration of the data sources that will be needed to track the policy implementation; and a question about

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PSH provider readiness to respond to the NOFA (Exhibit 2) declaration of the number of beds included in this policy .

- *Action:* After discussion, the RCCC made a consensus decision to adopt the policy as interim, with provision that PSH providers are asked for input on implementation and starting date. Marc D'hondt agreed to convene the PSH providers for input and report back prior to the end of the first week in January.
- Short-term Impact Group - The RCCC was advised that the Steering Committee has created two task-oriented groups to look at the short and long term impacts of this year's funding decisions. The short term group is meeting with agencies that received substantial reductions in funds for FY2013.
- Collaborative Assessment - Important work on the Collaborative Assessment continues. The next meeting of P&P Collaborative Assessment Pilot Project working group is January 3<sup>rd</sup> and the next P&P meeting to finalize the Assessment tool recommendation scheduled for January 10<sup>th</sup>. For more information contact Laura Mustari (HomeStart), or Keith Burke (St. Vincent de Paul).

*Noting that the meeting had extended beyond the announced time, the RCCC allowed remaining items to be moved to electronic communications and subgroups:*

- Nominating Committee, Rabbi Laurie Coskey
- HMIS MOU
- State ESG - Authorize review and submittal

- **ANNOUNCEMENTS**

Schedule – New schedule starting in January is third Tuesday of the month; note the NOFA calendar at the top of the November NOFA handout.

New Location for *E-Snaps* is now found at [OneCPD.info](http://OneCPD.info)

*Frequently Asked Questions – Please review this information and training on the HUD web.*

HAVE an AMAZING HOLIDAY!  
ADJOURN